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MINUTES OF THE MEETING OF DECEMBER 13, 2012

A regular meeting of the Higher Education Commission was held at 3 Barrell Court, Concord, New Hampshire at 2:00 p.m. on Thursday, December 13, 2012. The following members were present:

Ed MacKay, Chair  
Tom Galligan, Vice Chair  
James Birge  
John Curran  
Father Jonathan DeFelice  
Jim Fitzgerald  
Todd Leach  
David Mahoney  
Michele Perkins  
Sara Jayne Steen  
Lindsay Whaley

The following members were unable to attend:

Stephen Appleby  
Wil Arvelo  
Virginia Barry  
Ross Gittell  
Mark Huddleston  
Jay Kahn  
Eli Rivera  
Roger Williams

The following persons also attended: James Craiglow, President Emeritus/Chancellor Emeritus, Antioch University New England; Kathryn Dodge, Consultant, representing St. John International University; Michael King, Esq., Consultant; Tom Horgan, President and CEO, NH College & University Council; Cathy Yeager, Transcriptionist. Staff - Richard Gustafson, Director, Patricia Edes, Assistant to the Director, Patricia Moquin, Program Assistant I, Amy Slattery, Program Specialist III, Kim Kenneally, Program Specialist I.

- 1) Chair MacKay called the meeting to order and welcomed everyone. He introduced new Commissioner Lindsay Whaley, representative of Dartmouth College.
- 2) Chair MacKay asked those present to introduce themselves.
- 3) On the motion of Chair MacKay, seconded by Vice Chair Galligan, the members voted to accept the minutes of September 27, 2012. The motion passed without dissent.
- 4) Chair MacKay commented, for the record, that if any member of the public has comments regarding any matter brought before the Commission, these comments should be put in writing in order for a clear record to be on file. These comments would then be circulated to all commissioners.
- 5) On the motion of Mr. Leach, seconded by Fr. Jonathan DeFelice, the Commission voted to extend degree-granting authority to Lebanon College for the Associate of Arts, Associate of Science in Business Administration, and Associate of Science in Radiography until March 31, 2013. This allowed for receipt of accreditation decisions from the Accrediting Council for Independent Colleges and Schools and the Joint Review Committee on Education and Radiologic Technology.
- 6) Jim Craiglow, Evaluation Team Chair, presented the Evaluation Report for Rivier University's request for new degree-granting authority for the Doctor of Psychology. The Evaluation Team also included Kathi Borden, Chairperson, Department of Clinical Psychology at Antioch University New England and Director Gustafson and was held on October 23, 2012. All Commission standards were met.

Fr. Jonathan DeFelice moved, seconded by Mr. Mahoney, to accept the following recommendation: The Commission vote to approve Rivier University to offer the Doctor of Psychology through June 30, 2017, with the condition that copies of all correspondence to/from the New England Association of Schools and Colleges regarding and/or specifically referencing the Doctor of Psychology be forwarded to the Commission, along with an Annual Report, beginning in December 2013 that addresses enrollments, financial performance, significant curriculum changes, faculty hires, directional changes that respond to any American Psychological Association consultation activities, and any other substantive information. Authority would expire at the end of any calendar year for which required reports are not received. The motion passed, with Fr. Jonathan DeFelice abstaining.

- 7) On the motion of Mr. Mahoney, seconded by Chair Galligan, the Commission voted to extend degree-granting authority to St. John International University for the Bachelor of Science in Environmental Architecture, Bachelor of Arts in Environmental Studies, Bachelor of Arts in Film Studies, Bachelor of Arts in Art History, Bachelor of Arts in Business Administration, Master in Architecture, Master in Business Administration, Master of Arts in International Arts Administration until March 31, 2013 to allow the Evaluation Committee to complete and present the Evaluation Report to the Commission at its March 13, 2013 meeting. The motion passed without dissent.

- 8) Chair MacKay informed commissioners that he spoke to several commissioners who were willing to be on the Nominating Committee if the search for his successor came soon. A process would be put in place to transition a new chair.
- 9) Director Gustafson presented an update on the committee established to work through existing legislation to simplify and clarify what would be proposed to the NH Legislature. The committee included Fr. Jonathan DeFelice, Commissioner Appleby and Vice Chair Galligan. Chair MacKay also participated. These commissioners were commended for their work. The existing and proposed revised statutes were discussed. Fr. Jonathan DeFelice moved, seconded by Mr. Fitzgerald, to authorize Director Gustafson to move forward with the Revised Statutes in accordance with the presented language and with the authority to make necessary changes following consultation with the Executive Committee. The motion passed without dissent.
- 10) Director Gustafson presented the initial proposal of the N.H. Code of Administrative Rules, "Degree-Granting Higher Education Institutions with a Physical Presence in New Hampshire," Hdc 1000. Ms. Jordan moved, seconded by Fr. Jonathan DeFelice, to accept the initial proposal. The motion passed without dissent.

Director Gustafson asked for volunteers to serve on a committee to continue reviewing the N.H. Code of Administrative Rules and By-Laws. Mr. Curran, Fr. Jonathan DeFelice, and Vice Chair Galligan volunteered to serve on this committee.

- 11) On the motion of Mr. Curran, seconded by Fr. Jonathan DeFelice, the Commission voted to accept the revised "Schedule of Required Institutional Fees." The motion passed without dissent.
- 12) Director Gustafson and Chair MacKay presented an update on the "State Authorization Reciprocity Agreement" (SARA). The New England Board of Higher Education hosted a session to discuss SARA and how the fifty states can best collaborate in a reciprocal way to oversee online education. Commissioners were urged to go to [www.nebhe.org/sara](http://www.nebhe.org/sara) to peruse documents pertaining to this topic. The Commission would require a vote to include New Hampshire in this reciprocity effort.
- 13) Director Gustafson presented highlights of the Director's Report. These included:
  - (a) Commending staff for all they do for the higher education community.
  - (b) Informing the Commission of Clif Burdette's passing. Clif was the lead for Veterans Education Services and will be missed.
  - (c) A three-page document that summarized the various budget areas that the Commission oversees.
  - (d) A single page document that outlined upcoming higher education activity.

The meeting adjourned at 3:20 p.m.